



The Town of Fenwick Island

800 Coastal Highway
Fenwick Island DE 19944-4409

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REGULAR MEETING OF THE TOWN COUNCIL

January 22, 2016, at 3:30 p.m.

Town Hall

AGENDA

Flag Salute and Call to Order

1. President's Report
2. For Discussion and Possible Action:
 - a. Seismic Testing (presentation) Matt Heim, Assateague Coastal Trust
 - b. Seismic Testing Resolution (proposed) Mayor Gene Langan
 - c. Town Website (redesign) Town Manager Burke
 - d. Holiday Pole Lights (year-round marketing) Town Manager Burke
 - e. Voter Information Newsletter Notification Council Member Lee
3. Approval of Minutes from December 11, 2015 Regular Council Meeting
4. Treasurer's Report
5. Town Manager's Report
6. Department Reports: Building, Public Works, Beach Patrol and Police
7. Committee Reports: Charter and Ordinance, Beach, Environmental, Technology, Business Development, Ad hoc Parks and Recreation, and Ad hoc Election
Charter and Ordinance Readings - Council Member Weistling
 - a. Proposed Second Reading of Motel / Hotel Moratorium
 - b. Proposed First Reading - Chapter 160-8A(9) - Fences
8. Old Business
9. New Business
10. Public Participation
11. Upcoming Events and Meetings
 - a. January 25 9:30 a.m. Ad Hoc Election Committee Meeting
 - b. February 9 2:30 p.m. Planning Commission Meeting
 - c. February 18 2:00 p.m. Business Development Committee Meeting
 - d. February 26 3:30 p.m. Regular Council Meeting
12. Adjournment

This Agenda is subject to change to include additional items, including Executive Sessions or the deletion of items as in accordance with provisions within Title 29, Chapter 100 Freedom of Information Act. Persons with disabilities requiring special accommodations please contact Town Hall 72 hours in advance. Video conferencing will not be conducted.

Posted: January 15, 2016

Fenwick Island Treasurer's Report

January 2016 Monthly Report

Summary The monthly report is a summary of all account balances through December 31, 2015 and other pertinent financial information since the prior month's Town Council meeting.

Cash Balance

- Beginning cash balance 12/1/2015 \$2,633,948.88
- Ending cash balance 12/31/2015 \$2,689,822.78
- Reserve Realty Transfer Tax Funds \$1,468,946.02 **included above in cash balances*

FY 2016 Operating Budget (8/1/15-12/31/15)

- 80.96% of Budgeted Income
- 44.05% of Budgeted Expenses

Realty Transfer Tax (1.5% local tax)

- Taxes collected in December \$19,303.51
- Total taxes collected in FY16 \$56,543.59

Outstanding Property Taxes

- \$ 13,861.47

Revenue Highlights

- 99.23% of real estate property tax budget (collected \$8,944.92 in Dec)
- 101.19% of rental receipt tax budget (collected \$89,508.89 in Dec)
- 74.92% of parking violations budget (collected \$250.00 in Dec)

Municipal Street Aid Report

- \$88.48 in expenses (Delmarva Power)
- \$1,083.45 in expense (street repairs) MSA Balance \$46,665.00

Dedicated Street Fund Report

- \$1,006.15 (street repairs)
- \$1,930.36 Deposits 10% from RTT DSF Balance \$56,410.12

Parks & Recreation Fund Report

- \$118.99 in expenses.
- \$965.18 Deposits 5% from RTT Parks & Rec Balance \$3,289.23

R. Gardner Bunting, Treasurer

TOWN OF FENWICK ISLAND
MONTHLY RECONCILIATION OF ACCOUNTS
DECEMBER 2015

Account Categories	Account	Beginning Balance	Ending Balance
Town of Fenwick Island	General Fund Checking (PNC)	\$ 67,770.65	\$ 102,168.81
	Payroll Fund (PNC)	\$ 27,271.77	\$ 29,602.88
	Checking (BOC)	\$ 5,000.00	\$ 500.00
	ICS Savings (BOC)	\$ 914,418.03	\$ 919,385.27
	Petty Cash	\$ 200.00	\$ 200.00
Total		\$ 1,014,660.45	\$ 1,051,856.96
Municipal Street Aid	Checking (PNC)	\$ 47,836.93	\$ 46,665.00
Special Reserve Accounts			
	Parks & Recreation (PNC)	\$ 2,443.04	\$ 3,289.23
	Beach Replenishment (BOC)	\$ 37,002.68	\$ 37,021.54
	Dedicated Street (Bk.of Del.)	\$ 55,465.31	\$ 56,410.12
	Beach Committee (BOC)	\$ 1,615.47	\$ 2,235.47
Total		\$ 96,526.50	\$ 98,956.36
Law Enforcement Grants (all accounts--PNC)			
	SALLE (State Aid to Local)	\$ 4,098.14	\$ 4,098.14
	EIDE (Drug Enforcement)	\$ 3,562.57	\$ 3,562.57
	SLEAF (Spec. Law Enforce. Assist.)	\$ 1.00	\$ 1.00
	Criminal Justice Block Grant	\$ 126.60	\$ 126.60
	Violent Crime Grant	\$ 15,610.13	\$ 15,610.13
Total		\$ 23,398.44	\$ 23,398.44
Realty Transfer Tax Funds (all accounts)			
Reserve Accounts	Bank of Ocean City (CDARS)	\$ 210,682.07	\$ 210,789.45
	Subtotal	\$ 210,682.07	\$ 210,789.45
Non-Reserve Accounts			
	Bank of Ocean City (high yield svgs.)	\$ 207,496.02	\$ 207,918.84
	Bank of Ocean City (CDARS)	\$ 688,456.15	\$ - <i>consolidated</i>
	PNC Realty Transfer Tax (RTT)	\$ 7,848.87	\$ 24,256.97
	Bank of Ocean City (ICS Svgs)	\$ 337,043.45	\$ 1,025,980.76 <i>consolidated</i>
Subtotal		\$ 1,240,844.49	\$ 1,258,156.57
Total--Realty Transfer Tax Funds (all accounts)		\$ 1,451,526.56	\$ 1,468,946.02
Cash balance total of all bank accounts		\$ 2,633,948.88	\$ 2,689,822.78

Cleared balances as of Dec 31, 2015

*ICS Svgs definition: Insured cash sweep

*CDARS definition: Certificate of deposit account registry service

ICS for Public Funds

Through ICS®, the Insured Cash Sweep® service, you can place public funds into interest-bearing demand deposit accounts (using a demand option) and/or money market deposit accounts (using a savings option) that are eligible for FDIC insurance (which can eliminate ongoing collateral tracking burdens and having uninsured funds to footnote in financial statements). And Insured Cash Sweep makes it easier than ever for you to earn a return while protecting the public's vital resources.

Enjoy peace of mind with access to multi-million-dollar FDIC insurance. Your funds are eligible for protection that is backed by the full faith and credit of the federal government. And you can forego the need for tracking collateral on an ongoing basis, opening accounts under different insurable capacities, or managing multiple bank relationships.

The ICS demand option (where funds are placed into demand deposit accounts) offers unlimited program withdrawals. The ICS savings option (where funds are placed into money market deposit accounts) allows up to six program withdrawals per month. Your funds can be placed using either or both ICS options to best match your cash management and liquidity needs.

CDARS (Certificate of Deposit Account Registry Service)

This product is the most convenient way for safety-conscious investors to access FDIC insurance on multi-million-dollar deposits.

Earn CD-level returns which may compare favorably with those of Treasuries and other high quality investments. Enjoy the time saving convenience associated with one agreement, one rate and one regular statement...all at one bank. Take advantage of a convenience alternative to commercial paper, money market mutual funds and sweep accounts.

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August through December 2015

	TOTAL				
	Dec 15	Aug - Dec 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
49000 · Beach/Concession Services	0.00	0.00	15,712.00	-15,712.00	0.0%
43000 · Taxes					
41020 · Property Taxes	8,944.92	684,150.63	689,483.00	-5,332.37	99.23%
42010 · Rental Receipt Tax	89,508.89	263,092.77	260,000.00	3,092.77	101.19%
Total 43000 · Taxes	98,453.81	947,243.40	949,483.00	-2,239.60	99.76%
44550 · Charges for Services - Admin					
43010 · License Fees - OC	25,965.00	28,090.00	51,800.00	-23,710.00	54.23%
43020 · License Fees - RU	12,765.00	14,020.00	27,010.00	-12,990.00	51.91%
43030 · License Fees - RM	11,934.90	12,591.90	27,010.00	-14,418.10	46.62%
44010 · Solid Waste Collection Fee	3,289.00	202,423.00	204,815.00	-2,392.00	98.83%
44020 · Comcast Cable Fees	299.00	9,592.57	33,000.00	-23,407.43	29.07%
44030 · BBVFC Ambulance Service Fee	1,537.00	43,354.20	45,686.00	-2,331.80	94.9%
45100 · Building Permit Fees	2,834.00	71,226.00	175,000.00	-103,774.00	40.7%
Total 44550 · Charges for Services - Admin	58,623.90	381,297.67	564,321.00	-183,023.33	67.57%
44800 · Fines & Forfeitures					
46100 · Penalties	674.30	957.88	4,500.00	-3,542.12	21.29%
46200 · Traffic Fines	1,584.30	8,382.60	36,000.00	-27,617.40	23.29%
46300 · Parking Violation Fees	250.00	8,990.75	12,000.00	-3,009.25	74.92%
44800 · Fines & Forfeitures - Other	0.00	-672.00	500.00	-1,172.00	-134.4%
Total 44800 · Fines & Forfeitures	2,508.60	17,659.23	53,000.00	-35,340.77	33.32%
45000 · Investments					
47100 · Interest Income	0.00	1,049.72	3,000.00	-1,950.28	34.99%
Total 45000 · Investments	0.00	1,049.72	3,000.00	-1,950.28	34.99%
46430 · Revenue - Admin					
45320 · Contractor Decals	1,450.00	1,455.00	2,500.00	-1,045.00	58.2%
45330 · Bonfire Permits	-25.00	450.00	8,500.00	-8,050.00	5.29%
46400 · Other Income-Sp.Evts.,Donations					
46450 · Donations	200.00	490.00			
46401 · Other Income--ALA Grant	0.00	470.00			
46400 · Other Income-Sp.Evts.,Donations - Other	0.00	-950.00	48,531.00	-49,481.00	-1.96%
Total 46400 · Other Income-Sp.Evts.,Donations	200.00	10.00	48,531.00	-48,521.00	0.02%
47120 · Town Hall Rental Fee	90.00	90.00	1,000.00	-910.00	9.0%
47150 · Photo/Audio Copy Fee	10.00	140.00	50.00	90.00	280.0%
47200 · Parking Permits	0.00	2,810.00	18,000.00	-15,190.00	15.61%
47250 · Subdivision Application Fee	0.00	0.00	275.00	-275.00	0.0%
47275 · Public Hearing Fee	0.00	0.00	275.00	-275.00	0.0%
47300 · Income (FI Sponsorship Program)	500.00	1,150.00	8,000.00	-6,850.00	14.38%
48100 · Insurance Reimbursements	0.00	267.69			
48200 · Income restrict purpose	0.00	500.00	500.00	0.00	100.0%
Total 46430 · Revenue - Admin	2,225.00	6,872.69	87,631.00	-80,758.31	7.84%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August through December 2015

	TOTAL				
	Dec 15	Aug - Dec 15	Budget	\$ Over Budget	% of Budget
46440 · Other Types of Revenue - Police					
46441 · Police Revenue--Pension	13,265.21	13,265.21	24,000.00	-10,734.79	55.27%
47160 · Police Accident Report Fee	0.00	125.00	250.00	-125.00	50.0%
47161 · Salary OT Reimbursement	0.00	5,200.00	7,500.00	-2,300.00	69.33%
Total 46440 · Other Types of Revenue - Police	13,265.21	18,590.21	31,750.00	-13,159.79	58.55%
47000 · Intergovernmental Rev Lifeguard					
47280 · State Line Beach (State of DE)	0.00	45,000.00	45,000.00	0.00	100.0%
47290 · State Line Beach (Sussex Co DE)	0.00	15,000.00	15,000.00	0.00	100.0%
Total 47000 · Intergovernmental Rev Lifeguard	0.00	60,000.00	60,000.00	0.00	100.0%
47050 · Intergovernmental Rev Police					
47285 · Sussex County Police Grant	0.00	25,000.00	25,000.00	0.00	100.0%
47050 · Intergovernmental Rev Police - Other	0.00	0.00	3,000.00	-3,000.00	0.0%
Total 47050 · Intergovernmental Rev Police	0.00	25,000.00	28,000.00	-3,000.00	89.29%
48150 · Junior Lifeguard	0.00	195.00	8,000.00	-7,805.00	2.44%
Total Income	175,076.52	1,457,907.92	1,800,897.00	-342,989.08	80.96%
Gross Profit	175,076.52	1,457,907.92	1,800,897.00	-342,989.08	80.96%
Expense					
61100 · POLICE DEPARTMENT					
61155 · Police Dental Insurance	159.52	934.42	1,778.00	-843.58	52.56%
61110 · Police Salaries	30,565.74	166,203.66	376,756.00	-210,552.34	44.11%
61140 · Police Life Insurance	124.70	646.70	1,607.00	-960.30	40.24%
61150 · Police Health Insurance	0.00	31,968.57	85,864.00	-53,895.43	37.23%
61160 · Police Payroll Taxes	2,338.27	12,788.20	31,930.00	-19,141.80	40.05%
61170 · Police Pension Expense	3,517.00	19,883.30	45,715.00	-25,831.70	43.49%
61180 · Police Workers Compensation	0.00	0.00	0.00	0.00	0.0%
61210 · Police Supplies	60.90	489.06	4,500.00	-4,010.94	10.87%
61220 · Police Office Supplies	197.22	777.98	2,000.00	-1,222.02	38.9%
61310 · Police Office Equip Maintenance	0.00	0.00	600.00	-600.00	0.0%
61320 · Police Printing & Advertising	0.00	0.00	600.00	-600.00	0.0%
61330 · Police Uniforms	23.50	1,943.76	6,000.00	-4,056.24	32.4%
61335 · Police Mobile Computer Access	160.04	640.28	2,930.00	-2,289.72	21.85%
61340 · Police Vehicle Maintenance	241.91	3,415.14	6,500.00	-3,084.86	52.54%
61345 · Police Fuel	860.72	3,855.17	19,800.00	-15,944.83	19.47%
61350 · Police Communication Equipment	90.00	90.00	1,000.00	-910.00	9.0%
61380 · Police Professional Development	50.00	682.18	5,000.00	-4,317.82	13.64%
61390 · Public Safety Bldg. Expenses	614.13	3,265.78	10,150.00	-6,884.22	32.18%
Total 61100 · POLICE DEPARTMENT	39,003.65	247,584.20	602,730.00	-355,145.80	41.08%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August through December 2015

	TOTAL				
	Dec 15	Aug - Dec 15	Budget	\$ Over Budget	% of Budget
61500 · LIFEGUARDS					
61681 · Lifeguard Employee Relations	0.00	1,050.48	800.00	250.48	131.31%
61673 · Lifeguard Beach Vehicle Maint.	0.00	58.72	500.00	-441.28	11.74%
61510 · Lifeguard Salaries--Fenwick					
61515 · Lifeguard Salaries - State	752.80	35,559.65			
61510 · Lifeguard Salaries--Fenwick - Other	752.80	54,858.15	204,760.00	-149,901.85	26.79%
Total 61510 · Lifeguard Salaries--Fenwick	1,505.60	90,417.80	204,760.00	-114,342.20	44.16%
61530 · Lifeguard Payroll Taxes-Fenwick	124.27	8,794.80	20,664.00	-11,869.20	42.56%
61540 · Lifeguard Workmans Comp	0.00	0.00	0.00	0.00	0.0%
61610 · Lifeguard Supp & Equip-Fenwick	0.00	109.18	5,000.00	-4,890.82	2.18%
61620 · Lifeguard Uniforms	0.00	606.75	6,000.00	-5,393.25	10.11%
61630 · Lifeguard Junior Guard Program	0.00	69.52	2,000.00	-1,930.48	3.48%
61640 · Lifeguard Chair & Sign Maint	0.00	700.00	4,000.00	-3,300.00	17.5%
61665 · Lifeguard Professional Develop.	0.00	0.00	1,000.00	-1,000.00	0.0%
61670 · Lifeguard USLA Certification	0.00	0.00	1,200.00	-1,200.00	0.0%
61675 · Lifeguard Fuel	0.00	110.72	600.00	-489.28	18.45%
61710 · Lifeguard Awards & Competition	0.00	113.27	500.00	-386.73	22.65%
Total 61500 · LIFEGUARDS	1,629.87	102,031.24	247,024.00	-144,992.76	41.3%
61800 · PUBLIC WORKS DEPARTMENT					
62061 · Public Works - Yard Waste	66.90	219.60	500.00	-280.40	43.92%
61845 · Public Works Dental Insurance	38.84	227.50	0.00	227.50	100.0%
61810 · Public Works Salaries	9,515.39	50,665.89	121,149.00	-70,483.11	41.82%
61830 · Public Works Life Insurance	53.75	278.75	705.00	-426.25	39.54%
61840 · Public Works Health Insurance	0.00	14,128.01	38,862.00	-24,733.99	36.35%
61850 · Public Works Payroll Taxes	727.93	4,055.98	10,822.00	-6,766.02	37.48%
61870 · Public Works Pension Expense	651.28	3,582.04	5,957.00	-2,374.96	60.13%
61880 · Public Works Workers' Comp	0.00	0.00	0.00	0.00	0.0%
61905 · Public Works Professional Devel	0.00	107.03	500.00	-392.97	21.41%
61910 · Public Works Office Supplies	0.00	102.98	100.00	2.98	102.98%
61920 · Public Works Shop Supplies	1,374.14	2,737.23	3,500.00	-762.77	78.21%
61930 · Public Works Shop Equipment	638.96	2,550.49	3,800.00	-1,249.51	67.12%
61940 · Public Works Safety Equipment	0.00	16.57	600.00	-583.43	2.76%
62010 · Public Works Printing & Advert	0.00	0.00	100.00	-100.00	0.0%
62015 · Public Works Utilities	79.58	1,041.71	6,115.00	-5,073.29	17.04%
62020 · Public Works Bldg Maintenance	19.69	623.11	1,500.00	-876.89	41.54%
62025 · Public Works Uniforms	47.99	199.99	1,000.00	-800.01	20.0%
62030 · Public Works Fuel	245.82	1,422.06	4,500.00	-3,077.94	31.6%
62035 · Public Works Vehicle Maintenanc	1,277.36	6,266.00	2,500.00	3,766.00	250.64%
62075 · Public Works CDL Testing	0.00	362.00	750.00	-388.00	48.27%
62100 · Public Works Contract Services	115.00	115.00	116.00	-1.00	99.14%
Total 61800 · PUBLIC WORKS DEPARTMENT	14,852.63	88,701.94	203,076.00	-114,374.06	43.68%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August through December 2015

	TOTAL				
	Dec 15	Aug - Dec 15	Budget	\$ Over Budget	% of Budget
62200 · ADMINISTRATION					
62235 · Admin Dental Insurance	160.32	902.20	1,787.00	-884.80	50.49%
62210 · Admin Salaries	15,092.41	86,622.79	204,727.00	-118,104.21	42.31%
62220 · Admin Life Insurance	75.25	371.45	1,000.00	-628.55	37.15%
62230 · Admin Health Insurance	21.18	20,039.20	56,415.00	-36,375.80	35.52%
62240 · Admin Payroll Taxes	1,154.57	6,732.83	17,734.00	-11,001.17	37.97%
62250 · Admin Pension Expense	1,287.56	7,064.34	17,137.00	-10,072.66	41.22%
62255 · Admin Workers Comp	0.00	0.00	0.00	0.00	0.0%
62260 · Admin Financial Services	49.00	1,942.43	3,007.00	-1,064.57	64.6%
62310 · Admin Office Equip Maintenance	180.00	2,034.00	2,500.00	-466.00	81.36%
62320 · Admin Office Supplies	614.05	2,534.28	3,000.00	-465.72	84.48%
62330 · Admin Travel Reimbursement	52.79	1,519.52	700.00	819.52	217.07%
62332 · Admin Vehicle Acquisition	344.93	1,724.65	4,140.00	-2,415.35	41.66%
62334 · Admin Vehicle Fuel/Maint	373.60	1,416.55	4,600.00	-3,183.45	30.8%
62340 · Admin Printing & Advertising	20.25	657.46	3,050.00	-2,392.54	21.56%
62350 · Admin Professional Development	400.00	2,027.50	2,300.00	-272.50	88.15%
62360 · Admin Personnel Supplies	0.00	496.18	400.00	96.18	124.05%
Total 62200 · ADMINISTRATION	19,825.91	136,085.38	322,497.00	-186,411.62	42.2%
63200 · GENERAL GOVERNMENT					
63276 · Gen Gov-TH/PSB Copiers	156.18	856.76	1,576.00	-719.24	54.36%
63380 · Gen Gov Exp--Restricted Purpose					
63389 · DNREC Recycling Grant	1,162.87	1,162.87			
63388 · Gen Govt--Town Parks	0.00	1,510.20			
63387 · Sussex Co. Econ. Dev. Grant	2,727.50	2,727.50			
Total 63380 · Gen Gov Exp--Restricted Purpose	3,890.37	5,400.57			
63205 · Gen Gov Insurance	25,098.10	86,785.96	151,984.00	-65,198.04	57.1%
63210 · Gen Gov Telephone & Internet	357.52	1,790.37	4,200.00	-2,409.63	42.63%
63220 · Gen Gov Website Services	2,160.00	2,160.00	2,800.00	-640.00	77.14%
63225 · Gen Gov Legal Services	4,774.74	21,513.57	15,000.00	6,513.57	143.42%
63230 · Gen Gov Audit Services	0.00	8,820.00	9,000.00	-180.00	98.0%
63235 · Gen Gov Postage	449.64	1,869.52	2,660.00	-790.48	70.28%
63240 · Gen Gov Printing & Advertising	0.00	1,146.12	1,500.00	-353.88	76.41%
63245 · Gen Gov Utilities	568.77	2,501.25	9,700.00	-7,198.75	25.79%
63250 · Gen Gov Appraisal	0.00	0.00	4,250.00	-4,250.00	0.0%
63255 · Gen Gov Emergency Mgmt	0.00	0.00	500.00	-500.00	0.0%
63260 · Gen Gov Sewer	0.00	460.46	1,000.00	-539.54	46.05%
63265 · Gen Gov Dues	0.00	180.00	2,324.00	-2,144.00	7.75%
63271 · Gen Gov Recycling & Bulk Trash	0.00	15,519.76	36,244.00	-20,724.24	42.82%
63272 · Gen Gov Building Maintenance	383.85	1,578.65	3,500.00	-1,921.35	45.1%
63273 · Gen Gov Cell Phones	449.70	1,873.75	4,800.00	-2,926.25	39.04%
63274 · Gen Gov Contract Services	230.00	1,454.00	2,880.00	-1,426.00	50.49%
63280 · Gen Gov Contingencies	845.17	845.17	500.00	345.17	169.03%
63281 · Gen Gov Employee Relations	496.71	1,075.82	2,700.00	-1,624.18	39.85%
63285 · Gen Gov Codification	0.00	590.00	4,195.00	-3,605.00	14.06%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August through December 2015

	TOTAL				
	Dec 15	Aug - Dec 15	Budget	\$ Over Budget	% of Budget
63290 · Gen Gov Pension Administration	0.00	643.75	3,300.00	-2,656.25	19.51%
63296 · Gen Gov Interest Expense	0.00	0.00	0.00	0.00	0.0%
63300 · Gen Gov Government Liaison	192.00	511.48	1,500.00	-988.52	34.1%
63305 · Gen Gov Supplies Median Maint	0.00	762.46	7,762.00	-6,999.54	9.82%
63310 · Gen Gov Community Projects	0.00	391.88	2,500.00	-2,108.12	15.68%
63320 · CRS Flood Program	0.00	0.00	1,000.00	-1,000.00	0.0%
63325 · Gen Gov BBVFC Ambulance Service	0.00	11,342.00	45,580.00	-34,238.00	24.88%
63330 · Gen Gov Solid Waste Collection	10,226.65	49,061.50	99,615.00	-50,553.50	49.25%
63370 · Gen Gov Parking Permits	0.00	-200.00	3,000.00	-3,200.00	-6.67%
Total 63200 · GENERAL GOVERNMENT	50,279.40	218,934.80	425,570.00	-206,635.20	51.45%
Total Expense	125,591.46	793,337.56	1,800,897.00	-1,007,559.44	44.05%

TOWN OF FENWICK ISLAND

FY2016 REALTY TRANSFER TAX RESERVE FUNDS

Month	Beginning Balance	Taxes Deposited	Date Collected	Interest Earned	Transfers In	Transfers Out	Sussex Co. fee (1%)	Ending Balance
Aug-15	\$ 1,615,205.01	\$ -	None	\$ 700.00	\$ -	\$ -	\$ -	\$1,615,905.36
Sep-15	\$ 1,615,905.00	\$ 16,038.00	9/21/15	\$ 692.13		\$801.90 P&R \$1603.80 DSF	\$ 162.00	\$ 1,630,229.79
Oct-15	\$ 1,630,229.79	\$ 13,777.08	10/23/15	\$ 777.63		\$ 39,254.21 pay cap exp	\$ 139.17	\$ 1,605,530.29
Nov-15	\$ 1,605,530.29	\$ 7,425.00	11/18/15	\$ 685.81		\$1060.11 P&R \$1,040.60 DSF \$57.28 Supplies	\$ 75.00	\$ 1,451,526.56
Dec-15	\$ 1,451,526.56	\$ 19,303.51	12/10/15	\$ 947.43		\$965.18 P&R \$1930.36 DSF	\$ 194.99	\$ 1,468,946.02
Jan-16								
Feb-16								
Mar-16								
Apr-16								
May-16								
Jun-16								
Jul-16								
TOTALS		\$56,543.59		\$3,803.00	\$0	\$39,254	\$571.16	

Report prepared as of Oct 31, 2015

Fenwick Island Public Works Department

January 2016 Monthly Report

- Performed regular maintenance duties
- W. Dagsboro St. drainage job completed by Sussex Conservation District
- Recycling cans arrived under DNREC Universal Recycling Grant
- Holiday decorations
 - All decorations taken up for season, except wreaths and star at Town Hall
 - Gazebo and tree decorations returned to gathering group
- Pole lighting will remain on the utility poles along the southbound side of Rt. 1
- Yard waste pickup
 - 2014 -14.15 Tons collected / \$426.60 (6 month pickup)
 - 2015- 8.23 Tons collected / \$246.90 (3 month pickup)
- Delivered water trailer to DMV, tags renewed through 12/31/2017
- Fenwick Freeze – 1/1/2016
 - Delivered 3 tables to Bayard St. LG shed for event, picked up following Monday
 - Dug bonfire pit
 - Bought firewood for pit
 - Staked area off around pit to safeguard area
- Town Hall generator
 - Ordered materials to replace outer shell protecting engine in November
 - Cancelled order 1/12, due to parts still being on backorder
 - Will be obtaining quotes from local authorized retailers of Generac
- Councilman Weistling and Supervisor Reed met with Serv-Pro reps to look at mold issue in LG bathroom and devise plan to remedy issue
- Lifeguard stands
 - Purchased materials to construct five (5) replacement stands
 - Purchased recycled lumber to construct a lifeguard stand to see how recycled lumber holds up to marine elements
- Contacted DelDOT about sinkholes reported on Rt. 54 (Lighthouse Rd.) and northbound Rt.1 between E. King and E. Lewes streets
- Re-painted yellow striping in front of #14 W. Indian St. and #9 W. Bayard St.
- Monthly checks of LG ATV during offseason months
- Installed No Vehicle on Beach sign on Lewes St. beach
- Interior doors ordered for Admin. Clerk office to be installed soon
- Landscape cleanup in progress out front of Town Hall and Community Park
- Contacted Magnum Electronics to stop by and pick up LG 800 MHz radio to check out and drop back off, per service plan
- Maintenance Tech III James Purnell will be having foot surgery on the 27th of January, recovery time estimated to be 4-6 weeks
- Snow removal plans have been reviewed, department and equipment ready to plow!

**Town of Fenwick Island
Building Report**

1/15/2016

December 2015

TOTAL	<u>\$88,480.00</u>	<u>\$2,654.00</u>
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Permit Number	Property Description	Project Description	E.C.C.	Fees
4473	Bowen's Land Management Melanie McKnight 7 High Tide Ln Lot 1 1-34 23.20 48.04	Install 352 s.f. pervious paving in front setback	\$5,900.00	\$177.00
4474	Bayside Exteriors A. Decessarís 1609 Coastal Hwy Lot B 1-34 23.08 14.02	Re-shingle roof	\$9,000.00	\$270.00
4475	K. Kleinstuber Builders David Hunter 4 W Houston St Lot 149 1-34 23.12 116.00	Re-shingle and repair garage roof; replace siding on house.	\$6,000.00	\$180.00
4476	Echelon Builders G. Coombs 36 Ebb Tide Cove Lot 543 1-34 23.12 41.00	195'x48" vinyl fencing with 3 gates	\$5,580.00	\$167.00
4477	Shay Gallo Builders John Nason 1107 Bunting Lot 4 1-34 23.12 238.00	Replace deckboards on front and rear decks. Replace bath fixtures.	\$37,000.00	\$1,110.00
4478	Eastern Shore Porch & Patio William Garvert 32 Oyster Bay Dr Lot 158 1-34 23.20 32.00	Construct 241.5 s.f. exterior deck and 13'x15' screened porch	\$25,000.00	\$750.00

Memo

To: Mayor and Council
From: Chief William Boyden
Date: 1/15/2016
Re: December 2015 Monthly Report

The following is the December 2015 monthly report for your review and approval:

Physical Arrests	5
Traffic Citations	73
Warning Issued	25
DUI Arrests	0
Criminal Citations	7
Parking Tickets	6
Time Assisting DE Police	6.5
Time Assisting Other Agencies	3

Thank you.